

UNCLASSIFIED INTERNAL  
USE ONLY CONFIDENTIAL SECRETApproved For Release 2000/08/04 : CIA-RDP79A00639A000100050015-2  
ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Office of SSA-DD/S Room 2127 I Building			NO.
			DATE 16 May 1961
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Chief, WE/Support 1107, J	16 MAY 16-1961	16 May	gfd
2.			
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6.			
7. Chief, NE/Support 1125, I	17 MAY 17-1961	17 MAY 17-1961	VJ
8.			
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13.			
14. SSA-DD/S 2127, I			
15.			

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

TO ADDRESSEES 1 and 7:

Request coordination of the attached [REDACTED]  
and the Field and Headquarters  
Distribution Lists and return to  
this office by Friday, 19 May 1961.

25X1A9a

25X1A

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Office of SSA-DD/S Room 2127 I Building			NO.
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Chief, EE/Support 2028, K	16 MAY	1961	<i>RPW</i>
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6.			
7. Chief, AF/Support 2115, I			<i>5/17/61</i> <i>6</i>
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11.			
12.			
13.			
14. SSA-DD/S 2127, I	<i>18</i> <i>May</i> <i>1961</i>		
15.			

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

TO ADDRESSEES 1 and 7:

Request coordination of the attached [REDACTED]  
and the Field and Headquarters  
Distribution Lists and return to  
this office by Friday, 19 May 1961.

25X1A9a [REDACTED]

25X1A

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Office of SSA-DD/S  
Room 2127  
I Building

NO.

DATE

16 MAY 1961

TO: (Officer designation, room number, and  
building)

DATE

OFFICER'S  
INITIALS

RECEIVED FORWARDER

COMMENTS (Number each comment to show from whom  
to whom. Draw a line across column after each comment.)

1. Chief, FE/Support 2028 J

17  
May

TO ADDRESSEES 1 and 7:

Request coordination of the  
attached [REDACTED]  
and the Field and Headquarters  
Distribution Lists and return to  
this office by Friday, 19 May 1961.

25X1A

25X1A9a

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7. Chief, SR/Support 2703 J

5/18/61 5/18 JKD

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12.

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14. SSA-DD/S 2127, I

18  
May  
61

15.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Office of SSA-DD/S Room 2127 I Building			NO.
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Chief, WH/Support 1105, Barton	16 May 1961	16 May 1961	<i>AM</i>
2.			
3.			
4. SSA-DD/S 2127, I	17 May 1961	17 May 1961	
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11.			
12.			
13.			
14.			
15.			

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Request coordination of the attached [REDACTED] and the Field and Headquarters Distribution Lists and return to this office by Friday, 19 May 1961.

25X1A

25X1A9a [REDACTED]

<b>DISPATCH</b>		<b>CLASSIFICATION</b> <del>SECRET</del>	<b>DISPATCH SYMBOL AND NO.</b> [REDACTED]	25X1A
TO All Chiefs of Station and Base		HEADQUARTERS FILE NO.		
INFO				
FROM Chief, [REDACTED] 25X1A2d1		DATE		
SUBJECT General: Junior Officer Training Program (JOTP) Specific: Initiation of Efforts in the Field to Identify Potential Candidates for the JOTP		RE: '43-3' — (CHECK "X" ONE)		
		<input type="checkbox"/>	MARKED FOR INDEXING	
		<input checked="" type="checkbox"/>	NO INDEXING REQUIRED	
		<input type="checkbox"/>	INDEXING CAN BE JUDGED BY QUALIFIED HQ. DESK ONLY	
ACTION REQUIRED As requested in paragraph 2.				
REFERENCE(S)				
<p>1. As you know, the Junior Officer Training Program is now the primary means of filling junior professional positions in most areas of the Organization (with certain exceptions in technical and specialized activities). Most trainees are brought into the program at grade GS-07, a few at GS-08, and occasionally at GS-09. For your information, a list of some of the criteria used in selecting candidates is attached. Expansion of the JOTP has extended the Organization's interest to a consideration of candidates of almost any basic interest and academic preparation. An examination of potential sources of recruitment suggests that unusually well qualified individuals may be found among our citizens overseas enrolled as students in foreign universities, fulfilling military obligations, or engaged in research activities, et cetera.</p> <p>2. From time to time, field stations have made referrals of likely candidates for employment in professional and clerical capacities. It has been suggested that the field stations may be in a position to spot individuals who appear to possess qualifications for the JOTP. It is not intended that extensive canvasses be undertaken of our communities abroad, but it is possible that in the normal course of social and official contacts, field personnel may become aware of likely prospects for the program. Since the program is highly competitive, ultimate selection of all candidates is contingent on testing and interviews at Headquarters. It would suffice, therefore, to obtain the name, date of birth, name of employer or branch of military service, local and permanent address, estimated date of return and where possible, any statement of the individual's qualifications, and forward this information to Headquarters for follow-up contacts.</p> <p>3. Spotting alone will not permit evaluation of the individual's qualifications. However, it is best that the individual not be aware of our interest until we wish to confirm it and that we avoid implied commitments of employment or violations of the agreement not to recruit active members of the Peace Corps, Fulbright scholars or others of this category. Although the limited potential of the field sources is recognized, we hope that, through your efforts, we can recruit a few unusually mature and well qualified Junior Officer Trainees.</p>				
[REDACTED] 25X1A2e				
Attachment: List of Selection Criteria				
NOTE: This Dispatch may be destroyed after reading.				
FORM 10-57 (40) 53	USE PREVIOUS EDITION. REPLACES FORMS 51-28, 51-28A AND 51-29 WHICH ARE OBSOLETE	CLASSIFICATION <del>SECRET</del>	CONTINUED	PAGE NO.

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Spotting alone will not permit evaluation of the individual's qualifications. However, the individual should not be aware of our interest until we wish to confirm it <sup>in order that we avoid implied commitments of employment.</sup> Further, we must <sup>observe</sup> insure observance of the unqualified prohibition on our recruitment of members of the Peace Corps, Fulbright scholars and others of this category while actively <sup>AM</sup> engaged in the program. Although <sup>WE recognise</sup> ~~that~~ the limited potential of the field sources <sup>but</sup> is recognized, we hope that, through your efforts, we can recruit a few unusually mature and well qualified Junior Officer Trainees, can be recruited.

UNCLASSIFIED Approved For Release 2000/08/04 : CIA-RDP79E00839A000100050015-  
INTERNAL SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

DDP/Publications

NO.

DATE

1 June 1961

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

RECEIVED FORWARDER

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. SSA/DDS 2129 I  
25X1A9a Attn: Mr. [REDACTED]

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Chief, OPSER has asked me to return the attached dispatch to you with notes to the following effect:

a. He believes the distribution indicated is excessive.

b. He believes that the portion of the second sentence of paragraph 3 which concerns the agreement not to recruit members of the Peace Corps, etc., should be restated as we discussed.

25X1A9a

CONFIDENTIAL

CLASSIFICATION: ~~CONFIDENTIAL~~

DISPATCH SYMBOL AND NO. [REDACTED]

25X1A

DISPATCH

~~SECRET~~TO All Chiefs of Station and Base  
INFO

FROM Chief, [REDACTED] 25X1A2d1

SUBJECT General: Junior Officer Training Program (JOTP)  
Specific: Initiation of Efforts in the Field to Identify  
Potential Candidates for the JOTPACTION REQUIRED  
As requested in paragraph 2.

HEADQUARTERS FILE NO. [REDACTED]

DATE [REDACTED]

RE: "43-3" — (CHECK "X" ONE)

MARKED FOR INDEXING

XX NO INDEXING REQUIRED

INDEXING CAN BE JUDGED  
BY QUALIFIED HQ. DESK ONLY

REFERENCE(S)

N&amp;W

1. As you know, the Junior Officer Training Program is not the primary means of filling junior professional positions in most areas of the Organization (with certain exceptions in technical and specialized activities). Most trainees are brought into the program at grade GS-07, a few at GS-08, and occasionally at GS-09. For your information, a list of some of the criteria used in selecting candidates is attached. Expansion of the JOTP has extended the Organization's interest to a consideration of candidates of almost any basic interest and academic preparation. An examination of potential sources of recruitment suggests that unusually well qualified individuals may be found among our citizens overseas enrolled as students in foreign universities, fulfilling military obligations, or engaged in research activities, et cetera.

2. From time to time, field stations have made referrals of likely candidates for employment in professional and clerical capacities. It has been suggested that the field stations may be in a position to spot individuals who appear to possess qualifications for the JOTP. It is not intended that extensive canvasses be undertaken of our communities abroad, but it is possible that in the normal course of social and official contacts, field personnel may become aware of likely prospects for the program. Since the program is highly competitive, ultimate selection of all candidates is contingent on testing and interviews at Headquarters. It would suffice, therefore, to obtain the name, date of birth, name of employer or branch of military service, local and permanent address, estimated date of return and where possible, any statement of the individual's qualifications, and forward this information to Headquarters for follow-up contacts.

3. Spotting alone will not permit evaluation of the individual's qualifications. However, it is best that the individual not be aware of our interest until we wish to confirm it and that we avoid implied commitments of employment or violations of the agreement not to recruit active members of the Peace Corps, Fulbright scholars or others of this category. Although the limited potential of the field sources is recognized, we hope that, through your efforts, we can recruit a few unusually mature and well qualified Junior Officer Trainees.

[REDACTED] 25X1A2e

Attachment: List of Selection Criteria

NOTE: This Dispatch may be destroyed after reading.

~~CONFIDENTIAL~~FORM 10-57 53  
(40)USE PREVIOUS EDITION.  
REPLACES FORMS  
SI-28, SI-28A AND SI-29  
SI-28, SI-28A AND SI-29  
SI-28, SI-28A AND SI-29

CLASSIFICATION

~~SECRET~~

PAGE NO.

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